

MT SWIB

STATE WORKFORCE INNOVATION BOARD

EXECUTIVE COMMITTEE

GoToMeeting® 10:00 – 11:00 AM
Monday, May 22, 2017
Walt Sullivan Building, Helena, MT

MEMBERS PRESENT: Dave Crum (Chair), Casey Blumenthal, Commissioner Pam Bucy, Bill Hunt, Jim Marks, Ken Fitchler, and Robert Minto.

MEMBERS EXCUSED: Niles Hushka, Katie Spalinger, Miles McCarvel, and Jane Weber

STAFF: Shannon Lewis

CALL TO ORDER/ROLL CALL: Chair Crum called the meeting to order at 10:00.

ROLL CALL: Shannon Lewis conducted roll call and established a quorum.

AGENDA: Chair Crum asked for a motion to approve the agenda.

Ms. Minto moved, and Ms. Blumenthal seconded a motion to approve the agenda.

The motion carried.

MARCH 16, 2017 MEETING MINUTES: Chair Crum asked for a motion to approve the draft meeting minutes from the March 16, 2017 Executive Committee meeting.

Commissioner Bucy moved and Mr. Minto seconded a motion to approve the March 16, 2017 Executive Committee draft meeting minutes.

The motion carried.

NEW BUSINESS:

SWIB MOU REVIEW AND APPROVAL:

Bob Minto walked the Executive Committee through the five MOUs approved by the WIOA Committee.

MOU #1 BETWEEN SWIB AND THE JOB SERVICE OPERATIONS BUREAU:

This MOU delegates the Montana Department of Labor & Industry's Job Service Operations Bureau as the administrator of the WIOA Adult and Dislocated Worker Program. As the administrator of the Adult and Dislocated Worker Program, the MOU contains a provision that the Job Service Operations Bureau will provide the WIOA Committee with reports and updates on the career services provided through both programs for additional oversight.

MOU #2 BETWEEN SWIB AND THE WORKFORCE SERVICES DIVISION'S MANAGEMENT SERVICES BUREAU FOR FISCAL MANAGEMENT:

This MOU delegates the Montana Department of Labor & Industry's Workforce Services' Division Management Services Bureau as the administrative and fiscal agent for the SWIB. As the administrative and fiscal agent for the SWIB, the bureau will continue to provide policy guidance to the SWIB, submit required reports and information to the federal government, help develop the 4-year State Plan, and provide other compliance and administrative guidance to the SWIB. In addition, as the fiscal agent they will work with the SWIB on budget development and administer WIOA funds on behalf of the board. This MOU will require the bureau to provide regular reports and updates to the WIOA committee on both performance and financial matters.

MOU #3 BETWEEN SWIB AND THE WORKFORCE SERVICES DIVISION FOR STAFF MANAGEMENT:

This MOU designates the staff management functions for SWIB staff to the Workforce Services Division.

MOU #4 BETWEEN SWIB AND THE WORKFORCE SERVICES DIVISION'S MANAGEMENT SERVICES BUREAU:

This MOU designates the Division Management Services Bureau as the program management entity for the WIOA Youth Program. This MOU allows the Division Management Services Bureau to provide technical assistance and program management to providers administering the program. As with the MOUs above, this MOU will require the division to provide reports to the WIOA Committee regarding the activities of the youth program.

MOU #5 BETWEEN SWIB AND THE STRATEGIC INITIATIVE AND WORKFORCE PROGRAMS BUREAU:

This MOU delegates the monitoring function to the Strategic Initiative and Workforce Programs Bureau. Again, the bureau will regularly report to the WIOA Committee about the activities and findings of the monitoring. This will give the committee a better understanding of the functionality of the one-stop system.

Ms. Blumenthal moved and Mr. Minto seconded a motion to approve the MOUs between the SWIB and its administrative entities.

The motion carried.

REVIEW THE AGENDA FOR THE JUNE 7-8 FULL SWIB MEETING:

The Executive Committee reviewed the agenda for the June 7-8 full SWIB meeting in Billings and agreed that the content was appropriate for the full meeting.

ADJOURNMENT:

Chair Crum adjourned the meeting at 10:30 AM.